

ANNOUNCEMENT REGARDING SCHEDULE REQUESTS FOR TOWN OF GREENWOOD BALLFIELD

Notice is hereby given that THE TOWN OF GREENWOOD, in an effort to facilitate and coordinate the scheduling of games and practices on the public Town ballfield(s), located at 105 N. Church St in Greenwood Delaware, is now accepting requests from teams, leagues or other organizations who wish to reserve the Town Ballfield in advance for organized sports and recreational activities.

Any organization wishing to so apply shall submit their proposed schedule requests and a signed copy of the "License and Use Agreement" form ("Agreement") and the Town Ball Field Rules and Regulations, copies of which are available from the Town offices. No schedule requests will be considered without a signed Agreement. Schedules shall be submitted as follows:

Seasons and Schedules. Licensee Applicants shall submit a request with proposed schedule(s) for months when it wishes to reserve the ball field for purposes of games/practices and other related events.

- Schedule requests for **"spring/early summer"** season (March – July, inclusive) shall be submitted to the Town **no sooner than January 1st and no later than January 31st** of each calendar year.
- Schedule requests for **"late summer/fall"** season (August – November) shall be submitted to the Town **no sooner than June 1st and no later than June 30th** of each calendar year.
- The field shall not be reserved during "winter months" (December – February), but any licensee or member of the public may use the field for sports or recreational purposes on an unscheduled "first come/first served" basis during winter months, or during time periods where it is not reserved by a licensee.

The Town shall process requests and advise licensee(s) of approved Agreements and Schedules as promptly as possible. Approved schedules shall also be posted on the Town website. Schedule requests will typically be approved by the Town on a "first come/first served" basis, but the Town reserves the right to approve or modify Schedules to provide equitable access to each of its licensees.

Further information on use of the ballfield may be found in the Agreement or by contacting Town Hall at (302) 349-4534.